

Family and Community Engagement- Using Title I To Pay For Food

Allowable To Use Title I For Food For Parent Meetings

Per clarification from US DOE last June, it is allowable to use Title I, Part A funding for food for parents during school based events as long as there is a connection to a programmatic purpose and the cost is reasonable. If the conference or workshop is for parents and facility/program youth, at the school's discretion Title I funds may be used to provide food and light refreshments. The fund can pay for food for Title I meetings to support student achievement and school achievement for parent events such as: parent advisory councils, parent- teacher conferences, parent math and reading training, parent curriculum and assessment training, Title I policy evaluations, etc.

Not Allowable To Use Title I For Food For Staff Professional Development

The USDOE does not permit using Title I funds to pay for food, meals, and snacks for professional development including onsite training or offsite conferences and workshops, except in rare instances where you can prove that "...paying for food and beverages with Federal funds is necessary to meet the goals and objectives of a Federal grant."

More recently a five question test came out to determine if using Title I to pay for lunch for professionals is an allowable expense.

1. Is a working lunch necessary? The information must be critical to the overall agenda. The agenda must state this is a working lunch.
2. Is the lunch portion of the agenda a critical, substantive discussion?
3. Is there a genuine time constraint to get lunch due to a topic packed agenda prohibiting time for lunch? Or in very rare cases are there no meal places within a couple hours access?)
4. Is the lunch cost reasonable? Does it fall within the per diem guidelines?
5. Has the agency carefully documented that it is reasonable and necessary?

For more information about using federal funds for conferences and meetings, go to the second link at <http://www2.ed.gov/policy/fund/guid/gposbul/gposbul.html>.

Neglected and Delinquent Program- Using Title I To Pay For Lunch

For the Neglected and Delinquent Program, US DOE's position is that Title I funds should not be used for breakfast and dinner, but may be used for lunch for conference meals through a per diem. The conference must be aligned with the State Plan and Title I funds can be used for the conference expense if no other funds are available. Be prepared to justify the expense if audited by ED.

For more information please contact Liz Roper at 615-253-0047 or Elizabeth.Roper@tn.gov.